



CITY OF HOUSTON

Job Posting

<i>Applications accepted from</i>	ALL PERSONS INTERESTED
<i>Job Classification</i>	Microbiologist I
<i>Posting Number</i>	PN# 106844
<i>Department</i>	Health & Human Services Department
<i>Division</i>	Office of Surveillance and Public Health Preparedness
<i>Section</i>	Laboratory Support Services Section
<i>Reporting Location</i>	1115 S. Braeswood
<i>Workdays & Hours</i>	M - F, 8 a.m. - 5 p.m.* (Some evenings & weekends) *Subject to change

DESCRIPTION OF DUTIES/ESSENTIAL FUNCTIONS

Performs entry-level bacteriological, serological and virological laboratory work according to clearly prescribed procedures and laboratory techniques.

CORE FUNCTIONS

- Performs duties in the Rabies section, as assigned. Logs in and opens animal heads for rabies testing. Sterilizes biohazardous waste; maintains rabies animal quarters in a clean and orderly manner; maintains supplies and reagents used for rabies testing.
- Monitors laboratory equipment for proper functions and performs routine preventative maintenance.
- Assists in maintaining patient specimen intake and recording operations. Enters patient demographic information into Laboratory Information System (LIS) and processes specimens for distribution to appropriate laboratory sections.
- Prepares and dispenses culture media. Performs quality control on prepared culture media and reagents, as describes in the procedure manual or by supervisor's instructions.
- Operates autoclaves and hot air oven.
- Performs other duties, as assigned.

WORKING CONDITIONS

This position occasionally requires stooping or bending. Occasional very light lifting, such as three or four reams of papers or books (up to 20 pounds or an equivalent weight) may be required.

MINIMUM EDUCATIONAL REQUIREMENTS

A Bachelor degree in Biology, Bacteriology, Microbiology or a closely related field is required.

MINIMUM EXPERIENCE REQUIREMENTS None

MINIMUM LICENSE REQUIREMENTS None

PREFERENCES

Some evenings and weekends schedule needed.

SELECTION/SKILLS TESTS REQUIRED None

SAFETY IMPACT POSITION ☒ Yes ☐ No

This position is subject to random drug testing and if candidate is promoted into this position, he/she must pass an assigned drug test.

SALARY INFORMATION **GENERAL FUND POSITIONS**

Factors used in determining the salary offered include the candidate's qualifications as well as the pay rates of other employees in this classification. The minimum to midpoint of this salary range is:

Salary Range - Pay Grade 14
\$861 - \$1,159 Biweekly \$22,386 - \$30,134 Annually

OPENING DATE September 21, 2005

CLOSING DATE Open Until Filled

APPLICATION PROCEDURES

Original applications only are accepted and must be received by the Human Resources Department during posting opening and closing dates shown, between 9:00 a.m. and 4:30 p.m. at 611 Walker, 1st Floor. Successful candidates will be notified of their application status. All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided. TDD Phone Number (713) 837-9471.

An equal opportunity employer